

# DID Inventories

File: DID

## INVENTORIES

Inventory of property and equipment shall be taken on an annual basis. The inventory system shall serve both the functions of control and conservation.

Responsibility for this shall lie with the Superintendent/designee, to whom principals and supervisors shall be accountable for the maintenance of proper inventories in their schools.

Adopted: April 13, 1992

Reviewed and Adopted: May 8, 2006

Reviewed: January 17, 2020

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